



# Department of Defense INSTRUCTION

NUMBER 3030.2

May 24, 1983

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ASD(MRA&L)

SUBJECT: Community Planning and Impact Assistance

- References:
- (a) Section 2391 of title 10, United States Code
  - (b) Public Law 96-418 (Military Construction Authorization Act of 1981), Sections 801 and 802, as amended
  - (c) Executive Order 12049, "Defense Economic Adjustment Program," March 27, 1978
  - (d) [DoD Directive 3030.1](#), "Office of Economic Adjustment," November 29, 1978
  - (e) [DoD Directive 5410.12](#), "Economic Adjustment Assistance to Defense-Impacted Communities," April 21, 1973
  - (f) through (k), see enclosure 1

## 1. PURPOSE

This Instruction:

1.1. Prescribes policy, procedures, and responsibilities for administering DoD funds as authorized by references (a) and (b) within the framework of the DoD Economic Adjustment Program as described in references (c) through (e).

1.2. Authorizes the publication of DoD 3030.2-R-1, "Military Base Reuse Studies and Community Planning Assistance," and DoD 3030.2-R-2, "Community Planning and Impact Assistance for Areas Affected by the East Coast Trident Program," consistent with DoD 5025.1-M (reference (f)), to provide guidance to communities that request or expend DoD funds for community planning or impact assistance.

## 2. APPLICABILITY

This Instruction applies to the Office of the Secretary of Defense (OSD) and the Military Departments.

## 3. DEFINITIONS

3.1. Community Planning. Economic adjustment and impact assistance planning activities designed to mitigate the impact of defense actions as authorized by references (a) and (b). Community planning shall include, at a minimum, the identification, quantification, and assessment of such impacts and the development of an action plan for their mitigation.

3.2. Impact Assistance. The expansion or improvement of State or local facilities and services to support DoD activities or the operation of a DoD installation as authorized by reference (b).

## 4. POLICY

It is DoD policy to fund only those community planning and impact assistance requests that are beneficial to the interests of the Department of Defense and the affected community; that are authorized by 10 U.S.C. 2391 and Pub. L. 96-418 (references (a) and (b)); and where local, State, other Federal, or private sector resources are not adequate. Whenever possible, DoD funds shall be expended through an agreement with a Federal domestic agency that has existing program authority.

## 5. RESPONSIBILITIES

5.1. Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) shall provide policy guidance for Defense economic adjustment community planning and impact assistance activities.

5.2. The Director, Economic Adjustment (EA), shall:

5.2.1. Organize, direct, and manage an economic adjustment program to provide community planning and impact assistance to eligible communities affected by major DoD projects or program changes.

5.2.2. Develop (in coordination with the Military Departments) and maintain DoD 3030.2-R-1, consistent with DoD 5025.1-M (reference (f)).

5.2.3. Develop (in coordination with the Department of the Navy) and maintain DoD 3030.2-R-2, consistent with reference (f).

5.2.4. In coordination with the Military Department concerned, receive, evaluate, and respond to requests for community planning and impact assistance submitted to the Department of Defense by affected communities.

5.2.5. In coordination with the Military Departments, determine that statutory authority exists before approving requests for community planning or impact assistance.

5.2.6. Ensure that community planning and impact assistance activities are consistent with E.O. 12049, DoD Directive 3030.1, DoD Directive 5410.12, and E.O. 12372 (references (c), (d), (e), and (g)) and that funds are administered in accordance with Office of Management and Budget (OMB) Circular Numbers A-102 and A-111, DoD Directive 5000.19, and the Treasury Fiscal Requirements Manual (references (h) through (k)), DoD 3030.2-R-1, and DoD 3030.2-R-2.

5.2.7. Review and evaluate progress reports and, if necessary, arrange for DoD audits when funds used are those appropriated for use by the OSD.

5.2.8. Ensure the timely fulfillment of information requirements prescribed in section 7., below.

5.2.9. Negotiate agreements, in coordination with the Military Departments concerned, with Federal domestic agencies for the administration of DoD community planning and impact assistance funds.

5.3. The Director, Washington Headquarters Services, shall:

5.3.1. Perform the accounting and financial administration of DoD funds when community planning requests are funded under 10 U.S.C. 2391 (reference (a)).

5.3.2. Ensure timely submission of accounting data to the Director, EA, for use in the preparation of financial status reports described in section 7., below.

5.4. The Secretaries of the Military Departments, or their designees, shall:

5.4.1. At the request of the Director, EA, provide estimates of community impacts created by a Military Department action.

5.4.2. Review and evaluate requests for DoD funds for community planning and impact assistance and advise the Director, EA, of their findings and recommendations.

5.4.3. Perform grant management responsibilities such as performance reviews, accounting, and financial administration of DoD funds when community planning and impact assistance funds are appropriated for use by a Military Department.

5.4.4. In coordination with the Director, EA, fulfill the information requirements prescribed in section 7., below.

5.4.5. Assist the Director, EA, in the development of DoD 3030.2-R-1.

5.5. The Secretary of the Navy, or designee, shall:

5.5.1. Assist and advise the Director, EA, on community requests for funds authorized under Pub. L. 96-418 (reference (b)).

5.5.2. Assist the Director, EA, in the development of DoD 3030.2-R-2.

## 6. PROCEDURES

The following procedures shall be followed when community planning or impact assistance funds are requested:

6.1. The Director, EA, in coordination with the Military Department concerned, shall evaluate the request based on evidence that:

6.1.1. Significant community impacts have or will result from a DoD action.

6.1.2. An economic adjustment program as described in DoD Directives 3030.1 and 5410.12 (references (d) and (e)) has been initiated or that local leadership intends to develop and implement such a program.

6.1.3. Local, State, other Federal, or private sector resources are not adequate.

6.1.4. There is an immediate and substantial need for funding.

6.1.5. The proposed use of funding will benefit the Department of Defense and the affected community.

6.1.6. The request complies with any criteria imposed by the Congress on the use of community planning and impact assistance funds.

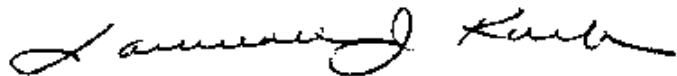
6.2. The Director, EA, after consultation with the Military Department concerned, shall advise the communities requesting DoD funds of the Department's decision within 90 days.

## 7. INFORMATION REQUIREMENTS

The Director, EA, in coordination with the Military Departments, shall prepare reports required by Congress, the Department of the Treasury, and the OMB, consistent with DoD Directive 5000.19 (reference (j)).

## 8. EFFECTIVE DATE AND IMPLEMENTATION

This Instruction is effective immediately. Forward one copy of implementing documents to the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) within 120 days.



**Lawrence J. Korb**  
**Assistant Secretary of Defense**  
**(Manpower, Reserve Affairs & Logistics)**

Enclosures - 1

E1. References, continued

E1. ENCLOSURE 1

REFERENCES, continued

- (f) [DoD 5025.1-M](#), "DoD Directives System Procedures," April 1981, authorized by [DoD Directive 5025.1](#), "Department of Defense Directives System," October 16, 1980
- (g) Executive Order 12372, "Intergovernmental Review of Federal Programs," July 14, 1982
- (h) OMB Circular No. A-102, "Uniform Administrative Requirements for Grants-in-Aid to State and Local Governments," revised January 1, 1981
- (i) OMB Circular No. A-111, "Jointly Funded Assistance to State and Local Governments and Nonprofit Organizations," July 6, 1976
- (j) DoD Directive 5000.19, "Policies for the Management and Control of Information Requirements," March 12, 1976
- (k) Treasury Fiscal Requirements Manual (TFRM), Volume I, Part 6, Chapter 2000, "Cash Advances under Federal Grant and Other Programs," revised December 14, 1977